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**From:** Latigue, Angela [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=F56888EAB77C4EB6A03166A155F31FDF-ADAVIS07]  
**Sent:** 1/28/2022 4:54:24 PM  
**To:** Yang, Jer@ARB [jer.yang@arb.ca.gov]  
**Subject:** RE: Mid-Year and End of Year Reports for CAA 105  
**Attachments:** 00901319-0-CARB-Notification of Initial Award.pdf

Hi Jer,

Mid-year reports are due by April 30, and end-of-year reports are due by October 31. I think we lost track of this main reporting requirement because of the multiple special projects and the amendments to extend project end date.

The reporting condition is on Page 8 of the attached initial grant award, and here's a screenshot of the specific language:

**c. Performance Reporting:** The recipient shall submit mid-year and end-of-year progress reports to the EPA Project Officer. The mid-year report is due no later than 30 calendar days after the end of the 2nd Federal fiscal quarter (April 30) and the 4th Federal fiscal quarter (October 31). These reports should include brief information on each of the following areas: 1) a comparison of actual accomplishments to the outputs/outcomes established in the assistance agreement workplan for the period; 2) the reasons for slippage if established outputs/outcomes were not met; and 3) additional pertinent information, including, when appropriate, analysis and formation of cost overruns or high unit costs.

Thanks!

- Angie

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**From:** Yang, Jer@ARB <jer.yang@arb.ca.gov>  
**Sent:** Friday, January 28, 2022 8:32 AM  
**To:** Latigue, Angela <Latigue.Angela@epa.gov>  
**Subject:** RE: Mid-Year and End of Year Reports for CAA 105

Hi Angela,

When were the mid and end of year reports due to you?

Thank you,



Jer Yang  
Administrative Services Division  
Federal Fund and Bonds Unit  
(916) 445-1188

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**From:** Yang, Jer@ARB  
**Sent:** Wednesday, January 19, 2022 10:57 AM

**To:** Latigue, Angela <Latigue.Angela@epa.gov>

**Subject:** RE: Mid-Year and End of Year Reports for CAA 105

Hi Angela,

Thank you for bringing this to my attention. I'll look into it and get back to you.

Thank you,



Jer Yang  
Administrative Services Division  
Federal Fund and Bonds Unit  
(916) 445-1188

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**From:** Latigue, Angela <Latigue.Angela@epa.gov>

**Sent:** Wednesday, January 19, 2022 8:40 AM

**To:** Yang, Jer@ARB <jer.yang@arb.ca.gov>

**Subject:** Mid-Year and End of Year Reports for CAA 105

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Good morning Jer,

I hope you're doing well.

I am in the process of moving grant documents into an electronic folder, but I cannot locate any recent reports for CARB's CAA 105 grant. Will you please send the mid and end of year reports to me when you have an opportunity? If you have not submitted any reports, let's discuss how to get us both back on track.

Thanks!

- Angie

Angela Latigue  
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